

FARMINGTON CITY

Job Description

Title:	Head guard	Code:
Department:	Parks and Recreation	Pay Rate:
Division:	Swimming Pool	Effective Date: Apr. 07

GENERAL PURPOSE

Head Guard performs a variety of **first-line Supervisory and advanced poolside and water safety duties** as needed to assure safe use of pool facilities. Monitors water activities to assure safety and prevent accident or injury to patrons. Head Guard enforces pool and facility rules and regulations.

SUPERVISION RECEIVED

Head Guard works under the general supervision of the Assistant Pool Manager, Swimming Pool Manager or Parks and Recreation Director.

SUPERVISION EXERCISED

Head Guard provides Close to immediate supervision to Lifeguards.

ESSENTIAL FUNCTIONIS

Performs as a Head Lifeguard; provides training to less experienced lifeguards; observes patron activities; enforces rules; disciplines patrons for rule infractions ensures compliance of policies and procedures by lifeguards

Performs as a lifeguard; observes patron activities; enforces rules; disciplines for rule infractions; monitors patrons to prevent theft or facility abuse.

Assists in the development of lifeguard work schedules; assures shifts are properly staffed; monitors performance and makes recommendations affecting employment status, such as advancement, discipline and discharge

Performs first aid as needed to assist individuals suffering injuries; performs water rescues as needed to prevent mishaps and drowning.

Maintains constant alertness and awareness of patron activities to minimized exposure or threat of incident or accident

Directs and performs scheduled upkeep and maintenance of facility; cleans decks, walls, windows, pool equipment, locker rooms, etc.

Participates in the maintenance of daily records relating to Daily Reports, Accidents, Rescues, Water Temperature and Chemical testing procedures; reports unsafe conditions to the Swimming Pool Manager or Assistant Manager.

Directs and performs general upkeep and custodial duties; cleans facility floors, mops, sweeps, vacuums, polishes, etc.; cleans pool decks; monitors water temperatures and chemical balances testing chlorination and "Ph" levels, takes water samples to assure proper temperature and chemical standards.

Greets and receives the public; receives payments and fees and admits patrons; operates cash register, computer registrations and facility reservation programs and accounts for revenues; gives change; operates concessions stand; sells swim wear and equipment; sells season passes and processes paperwork. Assists as cashier or deck attendant as needed; monitors patrons to prevent theft or facility abuse

Performs opening and closing procedures; assures all systems are properly functioning; secures doors and other accesses; assures shift duties are completed including proper accounting of revenues.

Performs related duties as required.

MINIMUM QUALIFICATIONS

1. Education and Experience:

- A. Sufficient education and training to demonstrate an aptitude or ability to perform above and related duties; specialized training and certification (Red Cross) as a Lifeguard and Lifeguard Instructor;

AND

- B. Six (1) year general experience related to safe swimming, aquatics program participation or related background is preferred;

OR

- C. An equivalent combination of education and experience.

2. Required Knowledge, Skills, and Abilities:

Some knowledge of the rules and regulations of aquatics facilities; water safety practices, rules and guidelines; first aide, CPR; swimming instruction techniques.

Ability to demonstrate advanced swimming skills; establish and maintain effective working relationships with employees, the public, and ability to communicate effectively, verbally and in writing.

3. Special Qualifications:

Must be 17 years of age.

Must be Red Cross certified as a lifeguard.

Must be first aid and CPR certified

Must be Certified as a Water Safety Instructor

Must have a Davis County Food Handlers Permit

Must pass employment drug test.

Must complete City provided pre-season training.

Must be willing to certify as a Lifeguard Instructor (Red Cross)

Must be willing to work 15-40 hours per week which hours may vary according to seasonal need.

Hiring is conditioned also upon the employee agreeing to be available to work the following seasonal holidays: Saturday before Memorial Day, Memorial Day, Fourth of July, Festival Days, Pioneer Day, and Labor Day.

4. Work Environment:

Employment in this **position is At-Will and seasonal, Memorial Day to Labor Day.** Mandatory meetings will be held during the month of May. During the operating period, Bi-monthly mandatory staff meetings are held Friday mornings. Employee in this position must be available to work preseason and after season for a short period of time. Incumbent on the position is the ability to perform in a climate-controlled environment. Tasks require variety of physical activities, generally involving muscular strain, such as swimming, walking, and standing, stooping, sitting, reaching, talking, hearing and seeing. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking.

Farmington City Swimming Pool DISCLAIMER

DISCLAIMER: The job description is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities, requirements or knowledge, skills & abilities. I also understand that all training meetings are mandatory, and can be dismissed from the position for not attending these meetings.

I _____ have reviewed the job description.
Signature

Please print your name here Job applied for _____

Today's Date: _____

If UNDER 18 years of age: Parents Signature _____.